



# City of Lowell - Planning Board

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## Planning Board Meeting Minutes

Monday, November 1 6:30 p.m.  
City Council Chambers, 2<sup>nd</sup> Floor, City Hall  
City of Lowell, 375 Merrimack Street, Lowell, MA  
Remote Participation Optional via Zoom

**Note: These minutes are not completed verbatim. For a recording of the meeting, visit [www.ltc.org](http://www.ltc.org)**

### Members Present

Gerard Frechette, Vice-Chairman  
Caleb Cheng, Member  
Richard Lockhart, Member  
Russell Pandres, Associate Member  
Sinead Gallivan, Associate Member

### Members Absent

Thomas Linnehan, Chairman  
Robert Malavich, Member

### Others Present

Peter Cutrumbes, Assistant Planner

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A quorum of the Board was present. Chairman Linnehan called the meeting to order at 6:32pm.

## I. Minutes for Approval

### October 18, 2021

R. Lockhart motioned and S. Gallivan seconded the motion to approve the minutes. The motion passed unanimously, (5-0).

## II. Continued Business

## III. New Business

### Site Plan Review: 647-679 Middlesex Street (Boys and Girls Club of Greater Lowell) 01851

The Boys and Girls Club of Greater Lowell has applied to the Lowell Planning Board and Lowell Zoning Board of Appeals to renovate and construct an addition on the existing Boys and Girls Club facility. The application requires Site Plan Review under Section 11.4 for an addition that is greater than 10,000 sq.

ft. The application also requires Variance approval under Section 6.1 for relief from the off-street parking requirement and for any other relief required under the Lowell Zoning Ordinance.

On Behalf:

Joe Hungler, Applicant

Patrick Tighe, Applicant's Architect

Speaking in Favor:

None

Speaking in Opposition:

None

Discussion:

T. Linnehan asked whether they had seen the comments from staff. P. Tighe said yes. T. Linnehan asked about the screening requirement for parking areas. P. Tighe said that they can certainly do that but that they are concerned about transparency and visibility next to Clemente Park. They don't want to create a wall from the park that would negatively affect safety.

T. Linnehan asked about calculations of landscaped open space, as well as ADA compliance and granite curbing for sidewalks. P. Tighe said they would comply with all City requirements.

T. Linnehan discussed comments received from the Engineering Department. P. Tighe said that their team is working closely with engineering and stormwater.

R. Lockhart asked the applicant to clarify whether they would replace the sidewalk. P. Tighe said that they would redo the sidewalk. R. Lockhart asked whether they are working with the stormwater team to obtain a permit. P. Tighe confirmed yes.

R. Malavich said that this project is a long time coming. He wishes them the best. C. Cheng agrees with R. Malavich. P. Tighe discusses keeping the playground/garden area secure. P. Tighe confirmed that they are working with the parks department.

C. Cheng asked if any improvements are planned for the crosswalks. P. Tighe said the existing crosswalk is to remain. P. Tighe said that there is already signage for the crosswalk.

R. Pandres asked about screening in the rear. P. Tighe confirms that this site plan accommodates the planned National Park Service multi use path.

S. Gallivan said that she is really excited about the project. S. Gallivan asked what the parking requirement would be. P. Tighe said the requirement would be significantly higher but that the majority of occupants will be children. S. Gallivan asked about site lighting. P. Tighe said that the front elevation along Middlesex Street is long and they propose wall mounted lights every 12 ft. Also, they are

proposing to have additional site lighting that will be part of the landscape design. They will also have wall lights in the rear.

S. Gallivan asked about access to the rear of the property. P. Tighe said that he had worked with the Lowell Fire Department and they said it wouldn't be a problem. They may have to provide a gate. S. Gallivan asked about the project schedule. Will it be completed in one phase or in a series of phases? P. Tighe said it would ideally be completed in one phase. Down months are summer so that is when they would do construction. S. Gallivan said it will be a great asset for the kids and city. The outstanding items should be coordinated with city staff.

T. Linnehan asked about drop/off pickup arrangements for the facility. J. Hungler said most high school kids walk, as do kids from the Stoklosa. The elementary school takes the bus mostly. Parents pick up and kids walk home at the end of the day.

Motion:

R. Lockhart motioned to approve the Site Plan with the following conditions:

1. The applicant shall research and propose a design with respect to park screening that provides some transparency while meeting the intent of the screening requirement, to be approved by DPD;
2. The applicant shall submit an updated parking plan to verify that 5% of the gross parking area consists of landscaped open space;
3. The applicant shall obtain a stormwater permit from the Lowell Regional Wastewater Utility;
4. The applicant shall comply with comments from the Engineering Department as outlined in a memo dated 10/21/2021, including sidewalk improvements; and
5. The applicant shall submit a revised landscaping plan that incorporates any proposed lighting.

The motion was seconded by R. Malavich and was approved unanimously, (5-0).

Site Plan Review and Special Permit: 13 Irving Street and 46 Pine Hill Ave 01852

Coljack Development Corp. has applied to the Lowell Planning Board and Lowell Zoning Board of Appeals for Site Plan Review, Special Permit, and Variance approval to develop the vacant site at 13 Irving Street/46 Pine Hill Avenue into two duplexes. The property is in the TMF zoning district and requires Site Plan Review from the Planning Board under Section 11.4.2 and Special Permit approval under Article 12 to have four or more residences on one lot. The proposal also requires Variance approval under Section 5.1 from the Zoning Board of Appeals for lot area per dwelling unit, maximum front yard setback, maximum building stories and for any other relief required under the Lowell Zoning Ordinance.

On Behalf:

George Theodorou, Applicant's Attorney

Matt Hamor, Applicant's Engineer

Speaking in Favor:

None

Speaking in Opposition:

None

Discussion:

T. Linnehan asked the applicant to confirm the building height. M. Hamor said it would fall within the required building height range. They are asking for a variance for a building with 3.5 stories instead of 3 stories.

C. Cheng asked about the street acceptance process. G. Theodorou is not sure who has the ownership interest. G. Theodorou said he could request this from the City Council. C. Cheng asked who maintains the street. G. Theodorou said he is unsure. There are other similar streets in the vicinity.

C. Cheng asked about trees. G. Theodorou discussed trees to be planted. C. Cheng asked about tree replacement. C. Cheng asked about conducting an exercise to get a better idea of the number of trees that are removed so that we know how many should be replanted. G. Theodorou said that they would do this.

C. Cheng asked about the status with the stormwater team. M. Hamor said that they are in communication with stormwater team and that they would make sure they comply with any requirements.

R. Lockhart asked about exterior lighting and snow storage to include in a landscaping plan. G. Theodorou said they would comply.

R. Malavich said no questions.

R. Pandres asked about the depiction of a road connection with Gorman Street. G. Theodorou explained that sometimes the technical layout of roads is unclear on site plans.

S. Gallivan said that she is in agreement about landscaping plans, lighting and snow storage. She would like to see them add windows on the third story bedrooms on the side elevations. This would improve the exterior and bedrooms. Why are they seeking the front yard setback variance? M. Hamor said that because the pavement extends onto their property. This makes the front yard setback larger.

C. Cheng asked whether there had been a conversation regarding one way traffic or limiting parking to one side of the street. G. Theodorou said they would want to talk to the community first before seeking any changes.

R. Malavich asked whether the slope of land would accommodate needed usable open space. M. Hamor said yes he believes so. FC clarified that usable open space may be no greater than 8% in grade. R. Malavich says that they may need a variance for this if the grade exceeds 8%.

Motion:

T. Linnehan motioned to approve the Site Plan with the following conditions:

1. The applicant is to provide a landscaping plan that includes the proposed lighting and location for snow storage;
2. The applicant shall obtain a stormwater permit from the Lowell Regional Wastewater Utility;
3. The applicant shall obtain an easement with the Water Department to connect the sewer to Gorham St.;
4. The applicant shall add a minimum of one (1) window to the of side of each building as requested by DPD;
5. The applicant shall confirm that they comply with the usable open space requirement per Section 5.1;
6. The applicant shall remove the third bedroom on the floor plans, to mark as loft storage space;
7. The applicant shall execute an easement to allow the abutter residing at 61 Gorham Street to keep their driveway on the subject property;
8. The applicant shall execute an easement for the paved area in front of the houses on Irving Street.

R. Lockhart seconded the motion and it passed unanimously, (5-0).

C. Cheng motioned and R. Malavich seconded the motion to approve the Special Permit with the same conditions. The motion passed unanimously, (5-0).

**IV. Other Business**

Minor Modification: 1857 Middlesex Street 01851

The applicant is seeking a minor modification to the traffic analysis portion of their Planning Board approval.

Motion:

R. Malavich motioned to continue this item to the November 15 Planning Board meeting. R. Lockhart seconded the motion and it passed unanimously, (5-0).

Election of Officers

R. Lockhart motioned to appoint T. Linnehan as Chairman, seconded by R. Malavich, and passed unanimously (5-0).

T. Linnehan motioned to appoint G. Frechette as Vice Chair, seconded by R. Malavich and passed unanimously, (5-0).

T. Linnehan motioned to appoint R. Lockhart as Second Vice Chair, seconded by R. Malavich and passed unanimously, (5-0).

C. Cheng motioned to appoint G. Frechette as NMCOG Representative, seconded by R. Lockhart and passed unanimously, (5-0).

T. Linnehan motioned to appoint R. Lockhart and Historic Board Representative, seconded by R. Malavich and passed unanimously, (5-0).

#### 2022 Proposed Schedule

R. Lockhart motioned to approve the 2021 schedule, seconded by R. Malavich and passed unanimously, (5-0).

#### **V. Notices**

#### **VI. Further Comments from Planning Board Members**

#### **VII. Adjournment**

C. Cheng motioned and R. Lockhart seconded the motion to adjourn the meeting. The motion passed unanimously, (5-0).